**VILLAGE OF IRVINGTON**
**BUILDING DEPARTMENT**
85 MAIN STREET
IRVINGTON, NEW YORK 10533
**TEL:** (914) 591-8335 • **FAX:** (914) 591-5870
**Web Site:** www.Irvingtonny.gov

# PHOTOVOLTAIC (PV SOLAR) RESIDENTIAL SYSTEMS PERMIT APPLICATION CHECK LIST

It is suggested that all applicants applying for a permit read and understand the manufacture installation instructions prior to applying for a building permit and attached ARB guide lines for Solar Panels.

## REQUIREMENTS TO APPLY FOR A PHOTOVOLTAIC (PV SOLAR) SYSTEM PERMIT

_____ 1) Apply on line at www.irvingtonny.gov for a mechanical permit, under building permits and along with your application, submit to the building department the following;
_____ 2) Owners phone number and email address entered in the online permit application
_____ 3) Evidence of Workers Compensation Insurance (on a C-105 or equivalent)
_____ 4) Evidence of Liability Insurance naming the Village of Irvington additional insured
_____ 5) A copy of the contractors Westchester County Department of Consumer Protection License
_____ 6) An affidavit from a NYS licensed professional detailing and certifying that the existing structure meets or exceeds the minimum load requirement's as per TABLE R301.2(1) for wind and load before and after installation of the proposed equipment or the proposed upgrades to the existing structure to accomplish the aforesaid.
_____ 7) Drawings (signed and sealed by a NYS licensed professional) of the roof plan showing the following criteria;
  a. All arrays of proposed PV panels on all proposed roof surfaces.
  b. Arrays maintaining a 3' set back from all Ridges, Hips, Valleys and Gable ends.
____ 8) Drawing or manufactures cut sheets of array mounting hardware and interconnection diagram and specifications.
_____9) Drawing or manufactures cut sheets of the unit mount and roof penetration's flashing system.
____10) 3 wire diagram showing all proposed equipment as governed by the National Electrical Code (NEC)
____11) A diagram showing all proposed labels and labeling locations including; Solar AC Disconnect, Inverter Output Connection Warning, Duel Power Source Warning, Solar AC Combiner Panel, Solar PV Circuits Only, Solar Production meter. **(See attached sample sheet.)**
____12) Pictures of dwelling showing photo shopped arrays on the structure.
____13) Drawing or photo shop picture of all proposed equipment on all effected elevations (including FD emergency disconnect switch)
___ 14) A Fire Department AC disconnect, located outside by the Utility meter on all systems.
___ 15) Separate Electrical Permit application by a Westchester County Department of Licensing, licensed Electrician with required insurances and the appropriate fee (must be filed by the licensed contractor, see village application for further details).
____16) Submit signed check list with submission and appropriate building permit fee.
____ 17) Applicant has provided eight copies of the entire submittal for Architectural Review Board approval.

**Applicant Name: _____ Signature: _____ Date: _____**
**By signing this form you attest to reading the attached ARB recommendations and manufactures installation instructions and that all information asked for above has been submitted and that the submitted information is correct.**

Note: Applications for all exterior elevation changes including photovoltaic solar systems are required to apply for, make a presentation in front of, and receive approval from the Village of Irvington Architectural Review Board (ARB) prior to issuance of a building permit. The ARB meetings are the second and forth Mondays of the month, with a deadline for submissions one week prior to the meetings (see village web site for confirmation of meetings). Eight copies of the entire application are required to be submitted at the deadline with appropriate fee.

Note: The following list above is given to assist in the application process. It is not intended to be a replacement for the Building or Zoning Code, County or State Regulations, or Consolidate Edison Requirements. Unique and Special projects may require additional information.

**Hours of Construction: Monday-Friday 7AM-7PM; Saturday 9AM-5PM; Sunday and holiday's construction is prohibited**
**Only completed applications will be accepted with attached insurance certificates and County license**

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# LICENSED PROFESSIONAL AFFIDAVIT for RESIDENTIAL SOLAR SYSTEMS

TO BE SUBMITTED AS PART OF THE PERMIT APPLICATION

## AFFIDAVIT OF ARCHITECT OR ENGINEER

State of New York } ss.:
County of Westchester }

I the undersigned, under penalty of perjury, do hereby affirm:

1. I am an the (architect)(engineer) duly licensed in the State of New York

2. I am the NYS licensed design professional named in the Application for which a Building Permit for a residential solar system located at _____, Irvington, New York 10533.

3. I have inspected the existing building and structure and find that the existing structure with the proposed solar panel installation and connections to the existing roof meet the minimum criteria set forth in;
   - Applicable Codes: 2010 Residential Code of New York State
     2001 Wood Frame Construction Manual
   - Design Roof Load: 30 psf live load, 115 psf dead load, 45 psf total load
   - Design Wind Load: 120 mph, 35psf

   **OR** have proposed additional measures to insure compliance with above.

4. I have reviewed the following submitted drawings and/or manufacture specifications as part of the submission
   List applicable plans with revision dates: _____(rev date)_____
   _____(rev date)_____
   _____(rev date)_____
   _____(rev date)_____
   _____(rev date)_____
   _____(rev date)_____

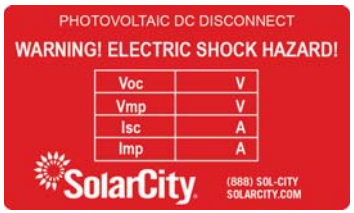
5. The plans, drawings and specifications which the Building Permit is requested and listed above, as submitted (a)-were prepared by me or under my supervision, and (b)-to the best of my knowledge comply with the requirements of the Residential Building Code of New York State as adopted by the Village of Irvington, applicable design loads and all other applicable laws, rules and regulations governing building construction.

_____
Signature

_____
(Architect) (Engineer)

Sworn to before me this
____day of_____, 20___.

_____
Notary Public



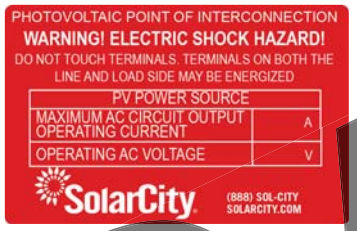

Label Location:
(DC), (INV)
Per Code:
CEC 690.53, NEC 690.53


Label Location:
(AC), (LC)
Per Code:
CEC 690.17, NEC 690.14 (4)


Label Location:
(INV), (AC), (LC), (M)

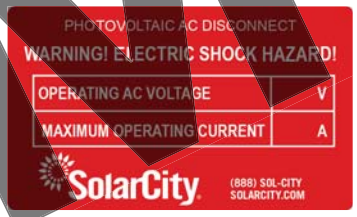

Label Location:
(DC), (INV)


Label Location:
(CB)

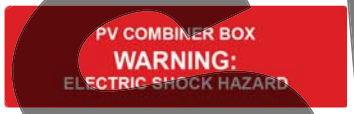



Label Location:
(POI)


Label Location:
(POI)




Label Location:
(AC), (D), (LC)
Per Code:
CEC 690.8.A.3 & CEC 690.54, NEC 690.14 (c)(2)




Label Location:
(CB)


Label Location:
(C)

(AC): AC Disconnect
(C): Conduit
(CB): Combiner Box
(D): Distribution Panel
(DC): DC Disconnect
(IC): Interior Run Conduit
(INV): Inverter With Integrated DC Disconnect
(LC): Load Center
(M): Utility Meter
(POI): Point of Interconnection





Labels

SolarCity
3055 Clearview Way
San Mateo, CA 94402
T:(650) 638-1028 F:(650) 638-1029
(888)-SOL-CITY (765-2489) www.solarcity.com

# Solar Panel Installations – Aesthetic Considerations
The Irvington Architectural Review Board
April 27, 2009

The Architectural Review Board (ARB) embraces the idea of using solar panels and other energy saving devices on buildings/property within the village, however, applicants should consider design elements so that these devices do not detract from the aesthetics of the neighborhood in which they are to be located. It is the responsibility of the ARB to make sure that any work done within the village is in harmony with existing buildings and structures in scale and style, and that all new work fits in with what already exists. The ARB is concerned about setting precedents regarding solar panels and wants to make sure that they are installed in a way that is aesthetically pleasing to homeowners, neighbors and passersby.

All applicants should consider the following items when looking to install solar panels or other energy saving devices:

1. Evaluate solar panels vs. solar roofing tiles and shingles - tiles will stand out less but may be more costly or less effective in some situations. Solar roofing tiles and shingles are most cost effective in new construction as part of Building Integrated Photovoltaics (BIPV).
2. Consider alternate installation locations. Example: as a trellis in the rear yard, on tops of patio awnings or on a detached outbuilding or garage.
3. Consider minimum contrast with the roof color. Darker roof colors help blend the installation of dark solar panels in with the roof.

4. Consider the symmetry of the installation. Examples: balance the panels on the roof between dormers, on both sides of a dormer, coverage over the entire roof area, or group panels along the roof ridge in a line, etc.
5. Consider a design to eliminate “saw tooth” appearance on hip roofs or in valleys, and look into using blank filler panels to straighten edge line of a saw tooth design. The layout of solar panels must work with the shape of the roof.
6. Consider how the panels fit in with the style of the house. Solar panels may look more appropriate on the front of a contemporary style house than on an historic structure. Other options may need to be considered in a historic neighborhood.
7. Consider the aesthetic impact on the neighborhood and whether any installation will be considered an eyesore to neighbors, as an eyesore will affect home values.
8. Consider that the front of a house may need to be treated differently than the rear of a house or property as neighbors and passersby will see the front of the house, but may not see the back of the house.
9. In commercial installations aesthetic considerations are just as important as in residential installations and should be designed accordingly.